

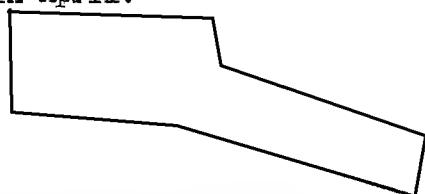
*Business Machines*

FOR KILLIAN COMMITTEE

Business Machine Services Staff

During the period 1 October 1958 through 31 March 1959, the Business Machines Service accomplished the following major item of work:

1. Through the application of machine techniques and the review of requests for equipment, tangible one-time savings of \$13,325 and annually recurring savings of \$16,625 were realized.
2. As the result of a study of the present and contemplated wide use in the Agency of electric, electronic and photo-electronic data processing machines, it was concluded that the Agency needs a composite data processing program. Recommendations as to the steps to be taken in establishing such a program, including the establishment of a data processing committee with concurrence responsibility, were addressed to and approved by the DCI.
3. The EDPM Feasibility Study Team completed the first phase of its study of DD/S record keeping and accounting requirements. The results of this study show that a reduction in numbers of personnel, elimination of overtime and more expeditious reporting can be achieved through the use of a medium sized computer. A letter of intent to acquire the type of computer best suited to meet the DD/S requirements will be issued in April.



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